

Week	Month	Action items/deadlines	Speaking engagements	Industry roundtables/workshops	Engagement by advisory committees	Briefings for advisory committees	Industry notifications	Sessions with other BIEC committees	International program	Congressional outreach
4-May 11-May	May	[List them down the cols]	[event, audience, topic, speaker]	[specific topics for industry input, audience, etc.]	[presentation to adv comm] [assign question or issue to adv group]	[info briefings, etc.]	[announcements]	[coordination sessions with other BIEC committees]	[decision points] [venues for contacts, FTAs, int'l orgs]	[structure of continuing support for agency work on Hill? TBD]
18-May 25-May 1-Jun	June	[deliverables] [project dates/deadlines] [key program dates]	NASCO Canadian Regional Summit, Winnipeg; 90 business and govt reps; border mgmt, WTO TFA, and US Single Window Order -- May 20; D.Long (ITA)						[approaches from govts] [North American work]	
8-Jun 15-Jun 22-Jun		[reporting dates] [mechanisms for communication] [libraries of tps, FAQs, etc.]			Assigned continuing support role to ACSCC in BIEC activity in single window project; D.Long; June 10.	Briefing of Advisory Committee on Supply Chain Competitiveness, Washington, DC; June 10; by NSC and CBP (C.Turner, C.Brzozowski, M.-L.Boyce).				
29-Jun		[Website rollout -- TBD]	NASCO US Regional Summit, Kansas City; 90 business and govt reps; border mgmt, WTO TFA, and US Single Window Order -- July 22; B.Harsh (ITA)	BIS industry update		Briefing of ITAC-13 (Textiles and Clothing), Washington, DC; July 31; by DOC and CBP (L.Mease, M.-L. Boyce).	CPSC FRN for public meeting on Trusted Trade Program (July 4)			
6-Jul 13-Jul 20-Jul 27-Jul 3-Aug 10-Aug 17-Aug 24-Aug	July August		BIS speaking engagement at SIA, on munitions licensing and ITDS. (July 21)	Industry roundtable, Washington, DC; July 17; 8 top trade associations in customs facilitation; specific details of program and requests for FAQs and volunteers for pilots.						
31-Aug 7-Sep	September		NCBFAA Govt Affairs Conference		ACSCC plenary and subcommittee briefings with CBP; full committee deliberations (Sep 10-11)	Briefing of ITAC-14, Customs and Trade Facilitation; Washington, DC, Sep 9; by DOC (D.Long/ITA)				
14-Sep				Industry roundtables in Mexico City; DOC/NSC/CBP and industry; September 23-25; audience of >100 from Mexico, Canada, and US.					U.S.-Canada Beyond the Border Executive Steering Committee meeting in Ottawa (Sep 4)	
21-Sep									Webinar for Brazilian and US commercial and government representatives, Sep 30; CBP and ITA (MLBoyce, Dlong, Mcameron)	
28-Sep 5-Oct 12-Oct 19-Oct 26-Oct	October		WEISSCON	Brief industry reps in Rochester and Buffalo, NY (Oct 15, CBP, ITA)					Briefings in Washington and COAC attendance for delegations from Peru, Uruguay, Guatemala, and the Dominican Republic on ITDS and trade facilitation, plus advisory committee structures (CBP/ITA); MLBoyce, Dlong,BHarsh, Oct 7-8	
3-Nov 9-Nov 16-Nov 23-Nov 30-Nov 7-Dec 14-Dec 21-Dec 28-Dec 4-Jan 11-Jan	November December January								U.S.-Mexico High Level Economic Dialogue (Nov - exact date TBC)	